

Milford Recreation Commission

May 13, 2015

Attendees

Arene Berry

Heather Romeri

Claudia Lemaire

Joan Dargie

Paul Bartolomucci

Stephanie Zubricki

Minutes

Appointments

Sharon Sweeney from Kona Ice- Works with non-profit organizations to help them raise money. Sales include tropical shaved ice and ice cream. Worked with us last year, summer 2014, and is requesting permit to work with us again this year during the summer of 2015. Upon discussion of the concession stand, will depend on the involvement of Kona Ice.

Harold Webster, American Legion Post 23- Requesting permission to use Keyes Baseball Field and looking for a partial waiver of the reservation fee. Willing to donate a net and poles for a new batting practice cage at Keyes Park behind the baseball field.

Joan makes a motion to waive 80% of field fees for the American Legion for this baseball season.

Claudia seconds, all in favor.

Janet Langdell & Tim Finan, Milford Rotary Club- Requesting for full reservation fee waiver for the two day Rotary Swim Meet. This event brings in, typically, 18 teams and 550 athletes. Purely a community service event, not a fundraiser for Rotary. Lifeguard fees are covered under revolving fund Rotary line.

Claudia makes a motion to waive 100% of reservation fee, Joan seconds, all in favor.

Joan makes a motion to waive up to \$1500 for Rotary Swim Meet Expenses, Paul seconds, all in favor.

Additional trash cans will need to be requested for this weekend. Looking for a display for Keyes 50th.

Director's Report

Revolving Fund Balance as of May1st- \$42,560.35

Discussion of transfer of funds for pergola to the special purpose fund. Summer Teen Challenge is a restricted line item of \$2,100 for either a purchase or rental of a vehicle for transportation. If any registration money enters that account also becomes restricted, a new line has been added for registrations so expenses and wages can be taken out of that line.

Claudia makes a motion to add a Summer Teen Challenge line item that is not restricted, Joan seconds, all in favor.

Events- 50th Birthday Bash, Kids Carnival, Touch-A-Truck all occurring. Where should the money and expenses go? Birthday bash can be taken out of Kids Carnival line. Touch-A-Truck event will have income with minimal expenses, but also needs an account. Consensus agreed to just use Events line item out of the revolving fund.

Summer scholarships need to be approved.

Joan makes a motion for \$1709 for this year for scholarships, Claudia seconds, all in favor.

127 Elm St. No change from last month.

GSSA State Meet update. GSSA meeting occurred last Saturday morning. Discussion occurred of whether they liked all divisions at one pool or not and coaches liked having all divisions at one pool. It has been voted that States will occur in Manchester through 2017 hosting all divisions. Idea was brought up for Milford to host a smaller meet with a \$5-\$10 entrance fee. Won't be able to be organized this year due to time and new swim coaches, but could be possible next year.

Casino Night raffle winner received 1 week of vacation camp, enrolled her daughter in April Vacation camp and it did not run due to lack of signups. Looking for 2 individual pool passes instead, for a total of \$40. Consensus agreed that is fine to do.

Programs

Steph discussed upcoming events, such as, Kids Carnival/Keyes 50th Birthday Bash- there was a 200 mini cupcake donation from Carole's Cake Creations & from Lull Farm of 20-25 dessert items. Star Spangled 5k updates- 4 sponsorships have been confirmed. Touch-A-Truck in August- letters for commission members to hand out to any businesses they have connections with.

Recent trips included the Mother & Son Outing to the Fisher Cats game, 27/28 people in attendance, same as last year. Tomorrow the seniors will be going to Boston for a Duck Tour and to explore the New England Aquarium. June is a Sophie C. Outing trip which is the mail boat on Lake Winnepesaukee.

Our first Home Alone Safety class ran on Friday May 8th, we had 10 children registered out of a possible 15. We were happy with that number for a first time class and all seemed to really enjoy it. All summer programming is open online and in office for registration.

Discussion Items

Pergola- There was not enough present tonight that had attended the April 24th meeting to approve the minutes from that meeting. Tabled until June.

Shepard Park Ice Rink- Residence across the street who experienced runoff when the ice rink was let out- Has not been resolved as of today. Looking to approve funds to purchase stone to replace where stone was washed out.

Joan makes a motion to spend up to \$100 to get stone for the residents on Olive St, Claudia seconds, all in favor.

Concession Stand- Need to decide if recreation commission will be running concessions for large events. Events would consist of: Kids Carnival, 4th of July, Rotary Swim Meet (2 days). Heather would like to run concessions but would like to make sure there is a balance of work load. Menu will have to be decided as well. Discussion of slush and Kona Ice. Tabled until June meeting.

Policies & Procedures- Paul believes a section needs to be added, regarding how we handle funds. If people write checks, who is it made out to? Aspects of how money should be handled. Joan would like to lower \$1,000 funding, for emergencies, to \$500. Heather would like to add a more detailed section for the recreation department to recap programs/events as well.

Spending Authority- Walter, as previous chairs, would authorize funds outside commission meetings. Heather is uncomfortable with that and sees the \$1000 emergency funds suitable enough for the department to use. She wanted to make everyone aware of the difference.

Joan brought up the discussion of the budgets for each column that were approved and revising the revolving fund spreadsheet. Will have to look further into when transfers should be made.

Approvals of April Minutes- There were changes that were made to the minutes.

Joan makes a motion to accept the April minutes as amended, Paul seconds, all in favor.

Pergola Meeting Minutes- Don't have a quorum of who was present of the pergola meeting minutes. Tabled until June.

Joan makes a motion to adjourn the meeting at 8:54pm, Paul seconds, all in favor.

Respectfully Submitted by,

Stephanie Zubricki
Recreation Program Coordinator

